Recovery Act Bulletin

NUMBER: 10-03	

SUBJECT:	REQUEST FOR UPDATED DATA USING THE CALIFORNIA ARRA AND ACCOUNTABILITY TOOL	DATE ISSUED: March 24, 2010
REFERENCES: AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) OFFICE OF MANAGEMENT AND BUDGET MEMORANDUM M-09-21 RECOVERY ACT BULLETIN 09-12		**SUPERSEDES:** 10-02

TO: Agency Secretaries
             Department Directors
             Departmental Budget Officers
             Departmental Accounting Officers
             Department of Finance Budget Staff

FROM: California Recovery Task Force

Purpose: The purpose of this Recovery Act Bulletin (RAB) is to announce key dates associated with the collection, updating and reporting of California ARRA data using the California ARRA and Accountability Tool (CAAT). The Recovery Accountability and Transparency Board have announced new timelines for April reporting.

The CAAT system has migrated to a new platform, Stimulus360.   System requirements to use the new version of CAAT are outlined below.

The CAAT will be used to ensure California complies with the April 2010, federal reporting requirements pursuant to Sections 1512 and 1511 of the American Recovery and Reinvestment Act of 2009 (ARRA) and for other state reporting required by the California Recovery Task Force (CRTF).

Directive: Pursuant to guidance by the Office of Management and Budget (OMB) in Memorandum M-09-21, reports due on April 10th, 2010, will include funding from February 17, 2009 (the date the Act was enacted by Congress) through March 31, 2010. The schedule associated with reporting CA-ARRA data subject to the Section 1512 and other reporting requirements are outlined below. These dates must be adhered to by all state agencies subject to reporting and encompass the reporting of sub-

recipient information for which prime-recipient departments are responsible.

CAAT Conversion to Stimulus360 platform

• New awards only may be entered into CAAT	March 1 – March 11
• CAAT converts to new system. CAAT is closed.	March 12 – March 24
• CAAT is open for new award data and updates to current data	March 25

Certified Submitters and Approvers will receive their updated user ID's and password by March 25th.

California ARRA data reported to the federal government as required by the Recovery Act.

The April reporting dates have been announced by the Recovery Accountability and Transparency Board. Please note that the update period and comment periods have changed significantly.

<u>All</u> **records will need to be reviewed and approved by April 6th, 2010.**

• Departments complete review/approval of CAAT data	March 25 – April 6 (COB)
• CRTF transmits CAAT data to the federal government	April 7 – April 10
• Departments complete review/approval of updated CAAT data	April 11 – April 12 (updated)
• Federal Agencies review and comment, if appropriate, on reported data	April 13 – April 29 (updated)
• Reported data is posted on Recovery.gov	April 30 (confirmed)

All CAAT records will be unlocked on March 25. It is important that Departments update, review and approve their data by April 6th in order to give sufficient time to the CAAT team to upload the data to federalreporting.gov and meet OMB's initial compliance deadline.

Because the update period has been reduced to one working day, departments that which to report updated data on April 12th will need to approve their awards and send an email to the CAAT Help Desk and request that the award be uploaded to Federal Reporting.gov.

If departments need more time to collect and report updated data, the department will need to communicate with their Federal agency and request that the Federal agency enter a comment on the record in Federal Repoting.gov. This will unlock the record at Federal Reporting.gov. The state department may then "unapproved" their award in CAAT, update the data, and approve the award. By approving the record in CAAT, the CAAT team will automatically be notified that the data should be uploaded to Federal Reporting.gov.

Departments should note that the initial reporting period is shorter than the prior ARRA reporting in January. Records will continue to be automatically unlocked on receipt of a Federal Agency comment (April 13-29)

Minimum System Requirements	The new CAAT system, using the Stimulus360 platform, requires the following:
	Microsoft Windows XP SP2 or Windows Vista Microsoft Internet Explorer 6 with SP1 or Internet Explorer 7

Accessing CAAT and CA-ARRA Data:

The CAAT Website provides guidance and instructions to facilitate the completion of the CAAT data collection. Only state Department personnel are able to access the CAAT directly. Subrecipients are able to provide required data via other methods.

Individuals responsible for submitting and approving CA-ARRA data that do not have passwords should request passwords in accordance with the instructions included in RAB 09-12 available at:

http://www.recovery.ca.gov/html/newsroom/recoveryactbulletins.shtml

For individuals with passwords who cannot access the CAAT, or for additional information concerning CA-ARRA reporting using the CAAT, contact the CAAT Help Desk at CAAT.Help@state.ca.gov

 or call (916) 454-8152.

Questions:

For questions regarding this Recovery Act Bulletin, please contact Lisa Negri at Lisa.Negri@recovery.ca.gov.